



GRIMES COUNTY
RIGHT-OF-WAY
PERMIT
REQUEST FORM

DATE _____

If your event will have 25 or more entries (see definition on Exhibit A) you must complete a Right-of-Way Application

(PRINT CLEARLY)

Organization Name: _____

Type of Event: Trail Ride: _____ Bicycle Ride: _____ Bicycle Race: _____ Other: _____

Address of organizer: _____

City: _____ State: _____ Zip: _____

Representative/Promoter for organization:

Name: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell: _____

Email: _____

Individual(s) Name (partnerships must list all partners; additional pages shall be attached as needed to this page.

I
Contact Information

1. This SHALL be the person who will be on SCENE with the event and in charge.

Contact Person: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell #: _____

Email: _____

Emergency Phone Number: _____

2. This SHALL be the BACKUP person who will be on SCENE with the event and who will be second in charge.

Contact Person: _____

Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell #: _____

Email: _____

Emergency Phone Number: _____

II

Texas Mass Gatherings Act

Texas Mass Gatherings Act: will this event require a Mass Gathering Permit as required by Health and Safety Code, Title 9. Safety, Subtitle A. Public Safety, Chapter 751. Mass Gatherings?

Yes _____ No _____

Please contact the Grimes County Emergency Management Services Coordinator for assistance. If a permit is required, contact the County Judge's office for a Mass Gathering Application which should be completed and attached.

III

Property Owner Information

1. Starting Point:

Property Owner: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell #: _____

Email: _____

Tax Appraisal R Number: _____

2. Ending Point:

Property Owner: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell #: _____

Email: _____

Tax Appraisal R Number: _____

3. GPS Coordinates of Starting/Ending Points.

Start:
: _____ North

: _____ West

End:
: _____ North

: _____ West

NOTE: As the property owner, I agree that any Law Enforcement personnel may enter my property at any time to enforce any and all provisions of this permit or for any other lawful entrance.

By: _____ Date: _____
Print

By: _____ Title: _____
Signature

IV
Time and Route

1. The event will have a start date of:

Month _____ Day _____ Year _____ Time: _____

2. The event will have an end date of:

Month _____ Day _____ Year _____ Time: _____

3. The planned route will affect these Grimes County Roads, State of Texas Roads, and US Highways at the approximate times stated below. It is noted that all entries must abide by Local, State, and Federal laws (including traffic laws).

Road Name	Time
_____	_____
_____	_____
_____	_____
_____	_____

Applicant must attach (5) printed maps that outline the planned route.

V
Entries

1. Estimated number of entries that will be involved must be listed below. If number of entries exceeds the estimate provided below, **the event shall be terminated immediately.**
 - a. Number of riders _____
 - b. Number of animal drawn vehicles—must meet Texas Traffic Code to Operate on a public roadway: _____
 - c. Number of Vehicles—

trucks	_____
Trailers	_____
Cars	_____
Others (explain)_____	_____
Others (explain)_____	_____
Others (explain)_____	_____
Others (explain)_____	_____

NOTE:

- No person may ride in the bed of a pickup truck or trailer under the age of 18 years old.
- No person may ride in/on a trailer on a public roadway unless participating in a parade/hayride, as provided by the Texas Transportation Code.
- ATV i.e. 4 wheelers, side by sides, golf carts or any other type of off road vehicles are not allowed on public roads unless they are in compliance with State Laws.

2. Number of ATV's (in compliance with state law): _____

VI.
Participants/Attendees

1. Estimated number of participants, attendees, vendors, and staff that will be involved: _____ . If number of participants/attendees, vendors, and staff exceeds the estimate provided above, **the event shall be terminated immediately.**

(d) End time for music on each day of the event: _____

Note: If more space is needed, attach to this page.

6. Will there be a charge (admission, registration fee, meal fee, etc.) to participants or attendees?

Yes _____ No _____

If yes describe below:

7. Will there be publicity encouraging attendance, or advertising, for this event:

Yes ____ No ____

- a. If yes, attach twelve(12) copies of all the publicity e.g. flyers, documents, posters, Facebook pages, website, etc. prior to the submission of this Permit Request Form.
- b. If different/revised publicity, e.g. flyers, documents, posters, Facebook pages, website or the like is distributed/used/published after the date this Permit Request Form is submitted, it must be PRESENTED TO Grimes County. The changes must be sent to the Emergency Management Services Coordinator at the place below:

Grimes County Emergency Management Services Coordinator

Attn: Dave Lilly

Mail: P.O. Box 593, Anderson, TX 77830

Phone # (936) 873-4404

Cell #: (979) 204-4592

E-mail: dave.lilly@grimescountytexas.gov

VIII
Concessions

Will Concessions be available during this event?

YES ____ NO ____

1. Food:

YES ____ NO ____

a. Provided with entry fee (giveaway)

YES ____ NO ____

b. Available to purchase

YES ____ NO ____

2. Non-alcoholic beverages:

YES ____ NO ____

- a. Provided with entry fee (giveaway) YES ___ NO ___
- b. Available to purchase YES ___ NO ___
- 3. Alcoholic beverages: YES ___ NO ___
 - a. Provided with entry fee (giveaway) YES ___ NO ___
 - b. Available to purchase YES ___ NO ___
 - c. Will minors (under 21 years) be attending this event YES ___ NO ___

If yes, explain how you will prohibit minors from obtaining/consuming alcohol.

If you answered yes to # 3, attach to this page a copy of your TABC Permit.

4. Concessionaire (Name): _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____

Phone #: _____ Cell: _____

E-mail: _____

- a. Provide the above information for ALL concessionaires and attach to this page.
- b. All food concessionaires must have a current STATE Food Establishment Permit issued by the Texas Department of State Health Services. A copy of the current inspection permit issued by the Texas Department of State Health Services must be attached to this page.

IX
Emergency Action Plan

Please provide an Emergency Action Plan (EAP) below. Describe your plan if a life-threatening emergency should occur. This plan must list a "given location" for reporting, or a meeting place to report an incident, emergency, or make complaints. This must include the entire time the event is occurring. Additional sheets can be attached to this page.

A copy of the above-mentioned contract must be attached to this page along with a copy of the proposed traffic control plan.

c. Approved by Grimes County Sheriff Office:

By: _____ Date: _____

Print

By: _____ Title: _____

Signature

XI
Coggins Papers

All equine must have current Coggins tests before they will be allowed to participate at the event. The Coggins papers will be checked by the Texas Animal Health Commission.

Please see Texas Administrative Code Section 49.1 for more information.

XII
Applicant
Acknowledgement

Initial each of the following:

1. I have reviewed this Grimes County Right-of-Way Permit Request Form and I agree that I will abide by all the terms and conditions should this Permit Request Form be approved by the Grimes County Commissioners Court.

YES ____ NO ____

2. I hereby acknowledge that all information on this Permit Request Form is true to the best of my knowledge and that I will follow all the rules and regulations as set out in this Permit Request Form, and any and all local, state, and federal laws. I further hereby acknowledge that if I provided incorrect information on any documents requested, this request will be denied and the Permit Request Form is terminated, and application fees will not be refunded.

YES ____ NO ____

3. I also understand that all permits, required forms, and approvals must be submitted along with this application and approved by Grimes County Commissioners Court at least 90 days prior to the date of the event.

YES ____ NO ____

4. I also understand that as the promoter of this event, I accept any/all liability as it relates to any property damage or injuries that occur during this event.

YES ____ NO ____

5. I acknowledge that I understand that if any criminal activities occur at my event or if I am in violation of this permit at any time, the permit can be revoked, and the event will be immediately terminated by any Texas Peace Officer and everyone will be required to vacate the event and there will be no refund of any money.

YES ____ NO ____

XIII
Section Headings

Headings and titles at the beginning of the provisions of this Permit Request Form have been included only to make it easier and more convenient to locate the subject matter covered by that part, section or subsection and shall not be used in interpreting or construing this Permit Request Form.

XIV
Governing Law

The validity and interpretation of any of the terms and provisions of this Permit Request Form or of the rights and duties of the parties hereunder shall be governed by the laws of the State of Texas. The venue for any cause of action arising out of this Permit Request Form and/or the permit shall be in Grimes County Texas.

XV
Severability

In the event that any one or more of the provisions contained in this Permit Request Form shall be held, for any reason, to be invalid, illegal, or unenforceable in any respect, by a Court of competent jurisdiction, such invalidity, illegality, or enforceability shall not affect any other provision of this Permit Request Form and this Permit Request Form shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

XVI
Gender and Number

Words of any gender in this Permit Request Form shall be construed to include any other gender; and words in either number shall be construed to include the other, unless the context in this Permit Request Form clearly requires otherwise.

XVII
Permit Fee

A fee of \$100 will be collected and deposited in Grimes County's account before any work will be performed in conjunction with the approval of this Permit Request Form. This fee is non-refundable.

- a. Date paid: _____
- b. Received by: _____

XVIII
Amendment/Modification

Any amendment or modification to the terms of this Permit Request Form or any Exhibit attached hereto shall be in writing, shall be dated subsequent to the date of this Rules Permit Form, shall be approved by the Grimes County Commissioners Court and shall be signed by each party to this Permit Request Form. No officer, agent, employee or representative of Applicant has any authority to amend or modify the terms of this Permit Request Form or any Exhibit attached hereto, unless expressly granted that authority by the Grimes County Commissioners Court.

XIX
Administrator

Grimes County Commissioners Court in session on the _____ day of _____, 20____ has appointed Grimes County Emergency Management Services Coordinator as the Administrator for this type of permit.

All correspondence pertaining to this Permit Request Form shall be directed to:

Grimes County Emergency Management Services Coordinator

Attn: Dave Lilly

Mail: P.O. Box 593, Anderson, TX 77830

Phone # (936) 873-4404

Cell #: (979) 204-4592

E-mail: dave.lilly@grimescountytexas.gov

XX
Signature of Applicant

Representative/Individuals (person named in paragraph I.1.)

By: _____ Date: _____
Print

*By: _____ Title: _____
Signature

Mailing Address: _____

City _____ State _____ Zip _____

Phone #: _____ Cell #: _____

E-mail: _____

NOTARY REQUIRED

STATE OF TEXAS)

COUNTY OF _____)

I _____ do hereby solemnly swear, under penalty of perjury, that all information provided herein is true and correct.

Signature of Applicant

Sworn to and Subscribed before me _____, Notary Public in and for the State of Texas this _____ day of _____, _____ (year).

Commission Expiration: _____

Representative/Individuals (Person named in paragraph I.2.)

By: _____ Date: _____
Print

*By: _____ Title: _____
Signature

Mailing Address: _____

City _____ State _____ Zip _____

Phone #: _____ Cell #: _____

E-mail: _____

NOTARY REQUIRED

STATE OF TEXAS)

COUNTY OF _____)

I _____ do hereby solemnly swear, under penalty of perjury, that all information provided herein is true and correct.

Signature of Applicant

Sworn to and Subscribed before me _____, Notary Public in and for the State of Texas this _____ day of _____, _____(year).

Commission Expiration: _____

***By signing this request form, we agree to comply with the restrictions set out in this permit and all laws of the State of Texas.**

**XXII
Signatures of Officials**

Approved By:
GRIMES COUNTY SHERIFF'S OFFICE

By: _____ Date: _____

Print

By: _____

Signature

Title: _____ Phone #: _____

E-mail: _____

Note: Signature also required on page #9 for Traffic Escort.

Acknowledged By:
CHI ST. JOSEPH

By: _____ Date: _____

Print

By: _____

Signature
Title: _____ Phone #: _____

E-mail: _____

Acknowledged By:
GRIMES COUNTY ROAD and BRIDGE DEPARTMENT

By: _____ Date: _____
Print

By: _____
Signature

Title: _____ Phone #: _____

E-mail: _____

Acknowledged By:
GRIMES COUNTY 911

By: _____ Date: _____
Print

By: _____
Signature

Title: _____ Phone #: _____

E-mail: _____

Acknowledged By:
GRIMES COUNTY EMERGENCY MANAGEMENT SERVICES COORDINATOR

By: _____ Date: _____
Print

By: _____
Signature

Title: _____ Phone #: _____

E-mail: _____

XXVIII
Grimes County Commissioners Court Action

On this the _____ day of _____, 20____, the Grimes County Commissioners Court hereby voted to:

_____ APPROVED; PERMIT GRANTED

_____ DENY; PERMIT NOT GRANTED

This request for a permit for a Right of Way Permit. This action is recorded in the minutes of the meeting of the same date as this action.

X _____
County Judge

Exhibit A
Definitions

1. Animal and Animal-Drawn Vehicles as defined by Texas Transportation Code 542.003 as follows:
A person riding an animal on a roadway or operating a vehicle drawn by an animal on a roadway has the rights and duties applicable to the operator of a vehicle under this subtitle, except a right or duty that by its nature cannot apply to a person riding an animal or operating a vehicle drawn by an animal.
2. Bicycle is defined as any bicycle, unicycle, tricycle, skate board, roller skates or any form of human or mechanical power vehicle.
3. Bicycle Ride/Race is defined as the same as event.
4. Entry/Entries is defined as any wagon, cart, buggy, trailer, animal, bicycle, vehicle or any wheeled device. All entries must meet and obey all local, state and federal laws, including but not limited to person or persons participating in, attending, watching, working for the event.
5. Entry Fee is defined as a gate fee, admission fee, entrance fee, admission charge.
6. Event is defined as a thing that happens, a planned or unplanned public or social occasion which has a gathering of people for the purpose of, but not limited to, a trail ride, parade, camp out, bicycle ride, bicycle race or rally, ceremony, party, recreational gathering, meet, adventure, competition, contest, occasion, celebration, or get together.
7. Permit Request Form is defined as an Event Request Form.
8. Person is defined as an individual, group of individuals, firm, corporation, partnership, or association.
9. Participants is defined as the same as attendee, partygoer, observer, watcher, viewer, vendor, staff, spectator, or participant.
10. Promote is defined as to organize, manage, finance, or hold an event.
11. Promoter is defined as a person who promotes, finances, oversees, manages, controls, supervises, directs, or organizes an event and/or a mass gathering.
12. Ride is defined as the same as event.
13. Race is defined as the same as event.
14. Security Personnel as defined by this form is off duty peace officers certified by the State of Texas.
15. Traffic as defined by Texas Transportation Code Section 541.301 are pedestrians, ridden or herded animals, and conveyances, including vehicles and streetcars, singly or together while using a highway for the purposes of travel.
16. Traffic Escort as defined by this form is off duty peace officers certified by the State of Texas.
17. Trail ride is defined as a function where two (2) or more are gathered together to ride animals such as horse.
18. Vehicle is defined as any device or form of a device with a wheel or wheels that will move under its own power, and/or assisted by any form of auxiliary power can be animal, human, or natural (such as, but not limited to solar, wind), or any other form of mechanical power.
19. GSCO is defined as the Grimes County Sheriff's Office.